



USDA FOREST SERVICE  
REGION 6  
TAILGATE SAFETY GUIDE FOR VOLUNTEERS



**THE COMPLEXITY OF THE ASSIGNMENT MUST BE DETERMINED BY THE INDIVIDUAL OR CREW.** This is based on individual skill, knowledge and understanding of capabilities and limitations. The final decision to proceed is left up to the individual or crew. Anyone may delay or decline to perform work they have determined to be beyond their capabilities or acceptable level of risk.

Once a thorough assessment of the job and the complexity of the assignment has been completed, using the criteria below and considering on-site environmental conditions, the decision to proceed or not to proceed will be made.

- I / WE feel comfortable with performing the work
- I / WE do not feel comfortable with performing the work and will explore other alternatives.

**Group Leader Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**HAZARDOUS CONDITIONS:**

- Have all "known" hazards/risks been identified and discussed?
- Have mitigation measures been implemented to reduce risk?
- Has the team discussed how environmental conditions may impact the hazards and risk of the work to be completed?

**PERSONAL PROTECTIVE EQUIPMENT:**

- Is PPE required to complete the work?
- Is appropriate PPE available?
- Does the PPE fit adequately?
- Are volunteers trained to properly care for and maintain their PPE?

**PARTICIPANT ENGAGEMENT:**

- Are all team members mentally engaged for the work of the day? In other words, personal distractions are not present that could impair their ability to complete their work safely?
- Ask if any team members have concerns about the work or level of risk associated with the work to be performed?

**TOOLS AND EQUIPMENT:**

- Are all tools required to perform the work available?
- Are the tools in good working condition?
- Are volunteers trained in the proper use of the tools required to perform the work?

**TASK DEPLOYMENT:**

- Supervision:** Is the chain-of-command clearly defined?
- Planning:** Adequate information and project planning time is available?
- Risk Assessment(s):** are current, have been reviewed, and are signed?
- Communication:** Communication resources can be used in the project area, or dead zones are known and SEND devices will be used?
- Check-Out / Check-In:** Check-out and check-in procedures are being followed?
- Emergency Plan:** Emergency contact information and a medical evacuation plan is available?